



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

February 8, 2012

WILLIAM A. LAWSON, TREASURER
AL GREEN FOR CONGRESS
POST OFFICE BOX 20174
HOUSTON, TX 77225

Response Due Date
03/14/2012

IDENTIFICATION NUMBER: C00396028

REFERENCE: OCTOBER QUARTERLY REPORT (07/01/2011 - 09/30/2011)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 3 item(s):

1. In the previous election cycle, your committee established that "best efforts" was being used to obtain the full name, mailing address, occupation and name of employer for each individual who contributes in excess of \$200 in an election cycle. This "best efforts" description must be reconfirmed for each election cycle. Please provide a detailed description of your procedures for the current election cycle. (11 CFR § 104.7) For more information on demonstrating "best efforts," please refer to the Campaign Guide for Congressional Committees and Candidates.

2. Itemized disbursements must include a brief statement or description of why each disbursement was made. Please amend Schedule B supporting Line 17 of your report to clarify the following descriptions: "campaign event," "campaign event expenditure," "campaign event expense," "in-kind contribution," "materials for campaign event." For further guidance regarding acceptable purposes of disbursement, please refer to 11 CFR 104.3(b)(4)(i)(A).

Additional clarification regarding inadequate purposes of disbursement published in the Federal Register can be found at http://www.fec.gov/law/policy/purposeofdisbursement/inadequate_purpose_list_3507.pdf.

3. Your report disclosed categories of financial activity that appears to be disclosed on the wrong line of the Detailed Summary Page. Contributions to federal candidate committees and political party committees should be properly